



Department of Planning & Community & Economic Development

Planning Division

Heather Stouder, Director

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Madison, Wisconsin 53703
Phone: (608) 266-4635
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March 5, 2020

Pastor Douglas Van Essen
Cross Roads Church
3815 S Dutch Mill Road
Madison, Wisconsin 53704

RE: LNDCSM-2020-00003; ID 59071 – Certified Survey Map – 3801-3815 S Dutch Mill Road

Dear Pastor Van Essen;

The two-lot Certified Survey Map of property located at 3801-3815 S Dutch Mill Road, Section 27, Township 7N, Range 10E, City of Madison, Dane County, Wisconsin, is hereby **conditionally approved**. The property is zoned SE (Suburban Employment District). The conditions of approval from the reviewing agencies to be satisfied prior to final approval and recording of the CSM are:

Please contact Brenda Stanley of the City Engineering Division at 261-9127 if you have questions regarding the following eight (8) items:

1. Each lot will be required to have a separate sanitary sewer lateral when the vacant parcel develops. Second lateral not required to be installed as a condition of recording CSM.
2. Enter into a City / Developer agreement for required infrastructure improvements. The agreement shall be executed prior to sign off. Allow 4-6 weeks to obtain agreement. Contact the City Engineering Division to schedule the development and approval of the plans and the agreement.
3. Make improvements to S Dutch Mill Road as required by the City Engineer. Improvements shall consist of four (4) feet of pavement, curb and gutter, and sidewalk.
4. Madison Metropolitan Sewerage District (MMSD) charges are due and payable prior to City Engineering Division sign-off, unless otherwise collected with a Developer's/ Subdivision Contract. Contact Mark Moder (261-9250) to obtain the final MMSD billing a minimum of two (2) working days prior to requesting City Engineering signoff.
5. A minimum of two (2) working days prior to requesting City Engineering signoff on the CSM, contact either Tim Troester (West) at 261-1995 (ttroester@cityofmadison.com) or Brenda Stanley (East) at 261-9127 (bstanley@cityofmadison.com) to obtain the final stormwater utility charges that are due and payable prior to sub-division of the properties. The stormwater utility charges (as all utility charges) are due for the previous months of service and must be cleared prior to the land division (and subsequent obsolesces of the existing parcel).

6. The text for intra-block drainage easements per MGO Section 16.23(9)(d)2 (a. & b.) shall be included on the final CSM.
7. Add the following note to the CSM: "Each lot shall be individually responsible for compliance with the requirements in MGO Chapter 37."
8. Add the following note to the CSM: "No change in grades shall be allowed without the approval of the City Engineer."

Please contact Jeff Quamme of the City Engineering Division—Mapping Section at 266-4097 if you have questions regarding the following twelve (12) items:

9. There currently is an area reserved on the City's Official Map for a future public road over the southern portion of Lot 1. Future Voges Road/ US Highway 51 intersection improvements will require this connection to be moved northerly, preferably through the north side of this proposed CSM. A 60-foot wide reservation for a future public street shall be added to the map along the northern 60 feet of this CSM with a no building restriction within the reservation. Upon this reservation being made, the City shall release the mapped street reservation over the southern portion of this CSM.
10. There are inconsistencies regarding the right of way of USH 51. The width to the centerline per the circa 1928 right of way plat is 40 feet and not 41 feet at the north line of this CSM. There is a 2-foot jog further south as well where the right of way was 38 feet from the centerline. Lastly, per a conveyance per Document No. 918167 in 1956 and the associated right of way plat, there is a portion of a curve with a radius of 3014.93 feet north of the south end of the CSM boundary that is 396.51 feet long. The right of way shall be reviewed and revised as necessary.
11. Accurately dimension the Public Sanitary Sewer Easement per Document No. 1166904 on the Certified Survey Map. Locate and confirm the existing sewer does not lie outside the limits of the easement.
12. Remove Document Nos. 1114808 and 1633530 from the title report. Add Warranty Deed Document No. 918167 to the Title Report as this was a highway acquisition and has restrictions of access included in the document.
13. The US Highway 51 right of way line that is 532.21 feet long shall be noted: Access permitted only to the service road per Document No. 918167.
14. Delineate and add a note for the length of the two right of way lines having lengths of 128.27 and 153.53 feet: Only one access point permitted per Document No. 2272227.
15. Wisconsin Administrative Code A-E 7.08 identifies when Public Land System (PLS) tie sheets must be filed with the Dane County Surveyor's office. The Developer's Surveyor and/or Applicant must submit copies of required tie sheets or monument condition reports (with current tie sheet attached) for all monuments, including center of sections of record, used in this survey, to Jeff Quamme, City Engineering (jquamme@cityofmadison.com).

16. In accordance with Section s. 236.18(8), Wisconsin Statutes, the applicant shall reference City of Madison WCCS Dane Zone, 1997 Coordinates on all PLS corners on the Certified Survey Map in areas where this control exists. The Surveyor shall identify any deviation from City Master Control with recorded and measured designations. Visit the Dane County Surveyor's Office web address for current tie sheets and control data that has been provided by the City of Madison.
17. Prior to Engineering final sign-off by main office for Certified Survey Maps, the final CSM shall be submitted in PDF format by email transmittal to Engineering Land Records Coordinator Jeff Quamme (jrquamme@cityofmadison.com) for final technical review and approval. This submittal must occur a minimum of two working days prior to final Engineering Division sign-off.
18. Add the name "S. Stoughton Road" next to U.S.H. 51.
19. Bearing on surveyor's certificate does not match bearing on the map for the north line of the CSM. Review and update accordingly.
20. The applicant shall submit to Jeff Quamme, prior to final Engineering sign-off of the subject CSM, one (1) digital CADD drawing in a format compatible with AutoCAD. The digital CADD file(s) shall be referenced to the Dane County Coordinate System and shall contain, at minimum, the list of items stated below, each on a separate layer/level name. The line work shall be void of gaps and overlaps and match the final recorded CSM: right of way lines (public and private); lot lines; lot numbers; lot/plat dimensions; street names, and; easement lines (including wetland and floodplain boundaries).

*This transmittal is a separate requirement than the required submittals to Engineering Streets Section for design purposes. The Developer/Surveyor shall submit new updated final plat, electronic data and a written notification to Engineering Mapping for any changes to the plat which occur subsequent to any submittal.

Please contact Sean Malloy of the Traffic Engineering Division at 266-5987 if you have any questions regarding the following item:

21. There currently is an area reserved on the City's Official Map for a future public road over the southern portion of Lot 1. Future Voges Road/ US Highway 51 intersection improvements will require this connection to be moved northerly, preferably through the north side of this proposed CSM. A 60-foot wide reservation for a future public street shall be added to the map along the northern 60 feet of this CSM with a no building restriction within the reservation. Upon this reservation being made, the City shall release the mapped street reservation over the southern portion of this CSM.

Please contact Jeff Belshaw of the Madison Water Utility at 261-9835 if you have any questions regarding the following item:

22. Upon development, a separate water service lateral and water meter will be required to serve each parcel. The water laterals shall be directly connected to the public water main with the shut-off valve located in the public right of way (per PSC 185.52 (2)). A water lateral is not required if the parcel remains undeveloped.

Please contact Heidi Radlinger of the Office of Real Estate Services at 266-6558 if you have any questions regarding the following eight (8) items:

23. The Owner's Certificate shall include the owner's name in its entirety: Crossroads Church – a Ministry of the Christian Reformed Church, Inc. Signature block certifications shall be executed by all parties of interest having the legal authority to do so, pursuant to Wis. Stats. 236.21(2)(a). The title of each certificate shall be consistent with the ownership interest reported in the most recent title report. The executed original hard stock recordable CSM shall be presented at the time of final sign-off.
24. If any portion of the lands within the CSM boundary are subject to an Option to Purchase or other Option interest please include a Certificate of Consent for the option holder.
25. A Consent of Lessee certificate shall be included on the CSM for all tenant interests in excess of one year, recorded or unrecorded, and executed prior to final sign-off.
26. City of Madison Plan Commission Certificate: The Plan Commission Secretary is now Matthew Wachter
27. Real estate taxes for 2019 are paid for the subject property. Per 236.21(3) Wis. Stats. and MGO Section 16.23(5)(g)(1), the property owner shall pay all real estate taxes that are accrued or delinquent for the subject property prior to CSM recording. This includes property tax bills for the prior year that are distributed at the beginning of the year. Receipts from the City of Madison Treasurer are to be provided before or at the time of sign-off. Payment is made to: City of Madison Treasurer; 210 Martin Luther King, Jr. Blvd.; Madison, WI 53701.
28. There is a special assessment for street improvement reported on the subject property. All special assessments are due and payable prior to CSM approval sign-off. If special assessments are levied against the property prior to CSM approval sign-off they shall be paid in full pursuant to MGO Section 16.23(5)(g)1.
29. Pursuant to MGO Section 16.23(5)(g)(4), the owner shall furnish an updated title report to Heidi Radlinger in City's Office of Real Estate Services (hradlinger@cityofmadison.com), as well as the survey firm preparing the proposed CSM. The report shall search the period subsequent to the date of the initial title report (June 14, 2019) submitted with the CSM application and include all associated documents that have been recorded since the initial title report. A title commitment may be provided, but will be considered only as supplementary information to the title report update. The surveyor shall update the CSM with the most recent information reported in the title update.
30. The owner shall email the document number of the recorded CSM to Heidi Radlinger as soon as the recording information is available.

Note: The subject site is located in Urban Design Dist. 1. Future construction on the proposed lots may be subject to approval by the City's Urban Design Commission prior to issuance of building permits.

Specific questions regarding the comments or conditions contained in this letter should be directed to the commenting agency.

A resolution approving the CSM and authorizing the City to sign it and any other documents related to the proposed land division will be reviewed by the Common Council at its March 17, 2020 meeting.

As soon as the comments and conditions have been satisfied as verified with a completed affidavit form (attached), the original along with the revised Certified Survey Map, with all signatures and approvals from the reviewing agencies, shall be brought to this office for final signoff. You or your client may then record the certified survey at the Dane County Register of Deeds. For information on recording procedures and fees, contact the Register of Deeds at 266-4141.

Any appeal from this action, including the conditions of approval, must be filed with the Circuit Court within 30 days from the date of this letter. **The approval of this CSM shall be null and void if not recorded in twelve (12) months from the date of the approving resolution or this letter, whichever is later.**

If you have any questions or if may be of any further assistance, please do not hesitate to contact my office at 261-9632.

Sincerely,

Timothy M. Parks
Planner

cc: Brenda Stanley, City Engineering Division
Jeff Quamme, City Engineering Division—Mapping Section
Sean Malloy, Traffic Engineering Division
Jeff Belshaw, Madison Water Utility
Jenny Kirchgatter, Assistant Zoning Administrator
Heidi Radlinger, Office of Real Estate Services